



RGV THERAPEUTICS, L.L.P.

5000 N. McColl
McAllen, TX 78504

*Disclaimer- All the documents in the blog were created as part of a series of projects for a technical writing course in college. All information provided within the documents are falsified and intended for classroom use.

March 1, 2007

United States Department of Health and Human Services
200 Independence Avenue, S.W.
Washington, D.C. 20201

Attention: Asst. Director-Reimbursement Programs

Subject: Licensing and Medicare/Medicaid Reimbursement Confirmation

Dear Dr. Clark Mangi, Asst. Director-Reimbursement Programs:

I have received your notification on the adjusted legislation pertaining to the eligibility requirements for Medicare/Medicaid reimbursement and confirm that I am in receipt of this notice.

Currently, RGV Therapeutics has 25 total employees in three clinics. Each of the three clinics is staffed with 5 Physical Therapy Assistants (PTAs), 3 Bachelor's degreed Physical Therapists (PTs), and 1 Master's degreed Physical Therapist (MPT).

In our current state, we are not in compliance with the legislation, but I will make the necessary changes to comply by the issued mandate and will notify my employees of the adjustments. Thank you for taking the time to write to us about the issue.

Sincerely,

Haley Smith
Director of Human Resources



RGV THERAPEUTICS , L.L.P.

INTEROFFICE COMMUNICATION

To: All Employees
From: H. Smith, Director of Human Resources *H.S.*
Subject: Changes in Licensing and Medicare/Medicaid Reimbursement
Date: March 2, 2007

The purpose of this memo is to inform all staff and employees of RGV Therapeutics on new legislation passed by Congress altering the requirements for Medicare/Medicaid reimbursement. Our goal is to comply with the new requirements of the legislation and addressing the changes we will make to secure reimbursement.

Summary

In general, a legislation has been passed by Congress changing the licensing requirements for reimbursement. I would like to discuss the changes we will make with my managing partners, alongside the employees of all three RGV Therapeutic clinics.

Discussion

Congress, under the urgency of The American Physical Therapy Association has passed legislation changing the requirements in licensing needed for employees to treat patients. To comply under these changes, patients will be required to be treated by employees with a qualification of a bachelor's degree in Physical Therapy operating under the direct supervision of an employee with a Master in Physical Therapy. Patients who are treated by employees who do not meet these standards, will not be offered Medicare/Medicaid reimbursement, so it is important that we consider the changes necessary to continue reimbursement for our employees.

Our PTA's will be encouraged to continue their education to meet regulation standards. It will take one year for PTAs to earn a bachelor's, or two and a half to earn their Master's, so this change is being enforced immediately.

Recommendation

There will be two meetings held to discuss the necessary changes and education opportunities for PTA's being held in our clinics. The meetings will be held on the following days: March 5, 2007 (10:00 AM) and March 6, 2007 (10:00 AM).

To: Ms. Katie Kelan

Subject: Licensing and Medicare/Medicaid Reimbursement Changes

Ms. Katie Kelan:

I have informed my employees of the change in policy issued to me by HHS for the required licensing necessary for Medicare/Medicaid reimbursement. I have a few questions regarding the necessary measures to take to satisfy the congressional mandates issued:

1. Are there any forms of proof required to satisfy the issued mandate policy and if so, when am I expected to issue these?
2. The letter I received from HHS did not specifically specify the date the mandate will go into action. When will I have to implement the legislation change?

Please respond by e-mail. Thank you for taking the time to address these issues.

Regards,

Haley

Haley Smith, Director of Human Resources

RGV Therapeutics, L.L.P.

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